Commercial Right-of-way Use Permit Application Checklist

Please ensure that you have all required items prior to submittal. Unfortunately, incomplete application packets cannot be accepted or processed.

☐ Public Works Permit Application
☐ Site Plan showing use and all required context elements (see guide)
☐ Signature Form for Notification with all required signatures
☐ Indemnification and Insurance Agreement (please note that “Permittee” line must match the name of the insured on the Certificate of Liability Insurance)

Full Insurance Packet which at a minimum includes:

☐ - Current Certificate of Liability Insurance with coverage amounts as required by the Comm. ROW Use Guide

- Separate-sheet endorsements for:
  ☐ - Primary and Noncontributory
  ☐ - Additional Insured (naming City of Bellingham)
  ☐ - Waiver of Subrogation

(Please note that separate-sheet endorsements are required, and these endorsements referenced solely on the Cert. of Liability Insurance is not sufficient. More information and samples of the insurance forms can be found in Insurance Requirements.)